

## Town of Killam Regular Council Meeting

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Minutes of the regular Council meeting held in Council Chambers of the Town Office, Killam, Alberta, on Wednesday, October 19, 2016 commencing at 7:00pm.

<b>PRESENT</b>	Bud James Brenda McDermott Diane Gordon Brenda Grove Carol Kinzer Rick Krys Kim Borgel Darlene Gotobed	Mayor Councillor Councillor Councillor Councillor Councillor CAO Recording Secretary
<b>ABSENT</b>	Clr. Darcy Eskra was absent with regrets.	
<b>CALL TO ORDER</b>	Mayor James called the meeting to order at 7:02pm.	
<b>AGENDA</b>	<b>MOVED</b> by Clr. Krys to accept the Agenda of the October 19, 2016 regular Council meeting.	
	<b><u>MINUTES</u></b>	
<b>REGULAR COUNCIL MINUTES SEPT 15, 2016</b>	<b>MOVED</b> by Clr. McDermott to approve the Regular Council minutes for Thursday, September 15, 2016.	<b>CARRIED</b>
	<b><u>UNFINISHED BUSINESS</u></b>	
<b>BYLAW NO. 840 ROAD CLOSURE</b>	A draft copy of Bylaw No. 840, authorizing closure of a public road, as well as an RFD and additional information, is hereto attached and forms a part of the minutes.	
	<b>BYLAW NO. 840, BEING A BYLAW OF THE TOWN OF KILLAM IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC ROAD IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAMPTER M-26, STATUTES OF ALBERTA, 2000, AS AMENDED.</b>	
	First Reading was approved on June 27, 2016.	
	<i>Clr. Gordon abstained as she was absent from the initial discussion and public hearing held regarding this issue.</i>	
<b>2<sup>ND</sup> READING 210.10.19.16</b>	<b>MOVED</b> by Clr. Grove to accept Second Reading of Bylaw No. 840, authorizing closure of a public road within the Town of Killam.	<b>CARRIED</b>
<b>3<sup>RD</sup> &amp; FINAL READING 211.10.19.16</b>	<b>MOVED</b> by Clr. McDermott to accept Third and Final Reading of Bylaw No. 840, authorizing closure of a public road within the Town of Killam.	<b>CARRIED</b>

**BYLAW NO. 842**  
INTERMUNICIPAL  
DEVELOPMENT

A revised copy of Bylaw No. 842, Intermunicipal Development Plan between Flagstaff County and the Town of Killam, is hereto attached and forms a part of the minutes.

**BYLAW NO. 842, BEING A BYLAW TO ADOPT THE TOWN OF KILLAM AND FLAGSTAFF COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN.**

**REPEALED**  
**1<sup>ST</sup> READING**  
187.09.15.16

**MOVED** by Clr. Krys to repeal Resolution #187.09.15.16 "...to accept First Reading of Bylaw No. 842, Intermunicipal Development Plan adopted between Town of Killam and Flagstaff County.", due to scheduling conflict for the date of the Public Hearing. **CARRIED**

**REVISED**  
**1<sup>ST</sup> READING**  
212.10.19.16

**MOVED** by Clr. Gordon to accept First Reading of Bylaw No. 842, adopting an Intermunicipal development plan between Town of Killam and Flagstaff County. **CARRIED**

A Public Hearing for review of Bylaw No. 842, Intermunicipal Development Plan between Flagstaff County and Town of Killam, will be held on November 24, 2016 at 7:00pm in the Flagstaff County Office.

**NEW BUSINESS**

**FORTIS FRANCHISE**  
**FEE 2017**

A copy of the RFD regarding the annual Fortis Franchise Agreement is hereto attached and forms a part of the minutes.

213.10.19.16

**MOVED** by Clr. Krys to increase the Fortis Franchise Fee for 2017 from 7% to 8%, the additional revenue generated by this increase, approximately \$11,091, is to be applied to the purchase of additional street lighting within the Town.

**CARRIED**

**OUTSTANDING**  
**UTILITY ACCT.**  
#90100

A copy of the RFD regarding outstanding utility account #90100, is hereto attached and forms a part of the minutes.

214.10.19.16

**MOVED** by Clr. McDermott to write off utility account #90100, in the amount of \$1,377.12, as bad debt. **CARRIED**

**OUTSTANDING**  
**UTILITY ACCT.**  
#950800  
215.10.19.16

A copy of the RFD for an outstanding utility account #950800, is hereto attached and forms a part of these minutes.

**MOVED** by Clr. Gordon to write off utility account #950800, in the amount of \$253.36, as bad debt. **CARRIED**

<p><b>OUTSTANDING ACCTS. RECEIVABLE #301</b></p> <p>216.10.19.16</p>	<p>A copy of the RFD requesting write off of outstanding accounts receivable #301, is attached hereto and forms a part of these minutes.</p> <p><b>MOVED</b> by Clr. Grove to write off outstanding accounts receivable #301, in the amount of \$1,030.07, as bad debt. <b>CARRIED</b></p>
<p><b>OUTSTANDING ACCTS. RECEIVABLE #258</b></p> <p>217.10.19.16</p>	<p>A copy of the RFD for outstanding accounts receivable #258, is hereto attached and forms a part of the minutes.</p> <p><b>MOVED</b> by Clr. Gordon to write off outstanding accounts receivable #258, in the amount of \$1,232.19, as bad debt. <b>CARRIED</b></p>
<p><b>PARKING SIGN REQUEST</b> KILLAM HEALTH CENTRE</p> <p>218.10.19.16</p>	<p>A copy of the RFD regarding a request from the Killam Health Centre to erect “EMS Staff Parking Only” signs is hereto attached and forms a part of the minutes.</p> <p><b>MOVED</b> by Clr. Gordon to approve the request from the Killam Health Centre to erect “EMS Staff Parking Only” signs to parallel park on the west side of the hospital (east side of 53<sup>rd</sup> Street). <b>CARRIED</b></p>
<p><b>2017 PARKLAND REGIONAL LIBRARY BUDGET</b></p> <p>219.10.19.16</p>	<p>A copy of the 2017 Parkland Regional Library budget is hereto attached and forms a part of the minutes.</p> <p><b>MOVED</b> by Clr. McDermott to accept the 2017 Parkland Regional Library budget with an increase of 2% to per capita requisition; thereby moving from \$7.88 to \$8.04 per capita. <b>CARRIED</b></p>
<p><b>2017 COLA ADJUSTMENT</b></p> <p>220.10.19.16</p>	<p>A copy of the RFD reflecting Cost of Living in Alberta statistics is hereto attached and forms a part of the minutes.</p> <p><b>MOVED</b> by Clr. Krys to accept recommendation and approve a cost of living increase, in the amount of 0.7%, to be effective as of January 1, 2017 for the Town of Killam salary grids. <b>CARRIED</b></p>
<p><b>LAND ISSUE</b> <b>IN-CAMERA</b> 7:25PM <b>RECONVENE</b> 7:38PM</p>	<p>Proceedings moved in-camera to discuss a Land matter.</p> <p><b>MOVED</b> by Clr. Krys to go in camera at 7:25pm. <b>CARRIED</b></p> <p><b>MOVED</b> by Clr. Gordon to reconvene at 7:38pm. <b>CARRIED</b></p>

**CORRESPONDENCE**

- LETTER OF SUPPORT**  
ECAFT GROUP  
221.10.19.16
1. **East Central Alberta Fire Training Group** – Request for letter of support for a funding application through the 2016/17 Fire Services Training Program.
- MOVED** by Clr. Gordon to forward a Letter of Support for the grant application

being made by the East Central Alberta Fire Training Group. **CARRIED**

2. **Village of Heisler – Needs Assessment** – Regional Safety Program – A copy of the letter to FIP giving Heisler support of the project.
3. **Zettel & Company** – Notice that they will no longer be available to do the Town of Killam Audit.
4. **Farm Safety Centre** – Thank you for Town of Killam’s contribution of \$300.
5. **Covenant Health** – Invitation to their 2016 Annual Community Meeting to be held on October 26, 2016.

Mayor James will be attending this Annual Community Meeting.

6. **Canada Post** – Opportunity to have a say in the Canada Post Review.
7. **Killam Community Hall Foundation** – Requesting that the Town organization attend the 2016 Community Christmas party on December 10, 2016.

Administration will forward invitations to Staff and Council.

8. **FIP** – Letter to Flagstaff Communities looking for support for a regional Safety Needs Assessment project at a cost of \$860 per participating municipality.
9. **Flagstaff Region Economic Development** – Extending the Town of Killam 2 tickets for the Flagstaff Celebrates Success 2016.
10. **Flagstaff County** – Notice of Development Pt. SW 14-44-13-W4 (54.14 acres)

**FUNDING SUPPORT**

BATTLE RIVER  
WATERSHED  
222.10.19.16

11. **Battle River Watershed Alliance** – Request for annual funding of \$0.50 per capita.

**MOVED** by Clr. Krys to contribute .50 cents per capita, for a total of \$490.50, to the Battle River Watershed Alliance. **CARRIED**

**FUNDRAISER  
SUPPORT**

KILLAM HEALTH  
CENTRE  
223.10.19.16

12. **Killam & District Health Care Foundation** – Request for donation towards their Elvis show scheduled for October 29, 2016.

**MOVED** by Clr. Kinzer to support the Killam & District Health Care Foundation’s fundraising efforts and contribute \$1,000 to their October 28, 2016 fundraising event. **CARRIED**

13. **Town of Hardisty - Needs Assessment** – Regional Safety Program – A copy of the letter to FIP giving Hardisty support of the project.
14. **Town of Hardisty** – Feedback regarding the Town of Killam’s information bulletin on the Flagstaff Regional Aquatic Centre.
15. **Flagstaff County – Operational Funding for the Flagstaff Regional Aquatic Centre** – A copy of the letter to the Recreation Board regarding County Council’s decision on providing operational funding to the Aquatic Centre.

16. **FFCS, FIRST & Victims Services** – Request for a letter of support for their grant

application to the Civil Forfeiture Fund. The funding would be used to engage partnerships, increase crime prevention and serve those dealing with crime, trauma and mental health issues.

17. **Fortis Alberta – Streetlight LED Conversion Option Offer** – Notification that Fortis will be replacing our traditional HPS streetlights with LED lighting in 2017. There is no capital cost to the Town of Killam; the only change will be an increase of \$0.10 to our distribution charge (this will be covered in the overall savings of reduced energy consumption with the LED).

**CORRESPONDENCE**

**ACKNOWLEDGED**

224.10.19.16

**MOVED** by Clr. Grove to accept the correspondence for October 19, 2016 as information.

**CARRIED**

**COUNCIL COMMITTEE REPORTS**

**1. Mayor James**

**a) Mayor's Report to Council - September**

A copy of Mayor James' report, highlighting the activities attended for the month of September, is hereto attached and forms a part of the minutes.

**b) AUMA Conference Report**

A copy of Mayor James' report with highlights of the 2016 AUMA Conference attended, is hereto attached and forms a part of the minutes.

**2. Clr. Grove**

**a) Flagstaff Regional Solid Waste Management**

The Flagstaff Regional Solid Waste Management meeting that was to be held on September 26, 2016 was cancelled; next meeting is scheduled for October 24, 2016.

**3. Clr. McDermott**

**a) AUMA Conference Report**

A copy of Clr. McDermott's report of the AUMA Conference recently attended is hereto attached and forms a part of the minutes.

**b) Killam Public Library**

Clr. McDermott's report of the September 20, 2016 Killam Public Library meeting is hereto attached and forms a part of the minutes.

**4. Clr. Gordon**

**a) Flagstaff Medical Recruitment & Retention**

A copy of the report submitted by Clr. Gordon for the September 28 – 29, 2016 Rural Physician Action Plan Conference held in Vermilion, is hereto attached and

forms a part of the minutes.

**COMMITTEE REPORTS**

- ACTION ITEMS** A copy of the September 15, 2016 Action Items List is hereto attached and forms a part of the minutes.
- CAO REPORT** A copy of the Bylaw and Policy Review Proposal, provided by McGowan & Associates INC, as well as CAO Borgel's October Report to Council, is hereto attached and forms a part of the minutes.
- LEGAL REPRESENTATION**  
**SDAB HEARING**  
225.10.19.16 **MOVED** by Clr. Krys to have Brownlee LLP legal representative, Charlotte St. Dennis, attend the Subdivision & Development Appeal Board hearing on November 3, 2016 at 7:00 pm, for an estimated cost of \$2,000 - \$2,500. **CARRIED**
- 2017 OPERATIONS BUDGET GUIDELINES**  
226.10.19.16 **MOVED** by Mayor James to work with an increase of 2.5% taxation rate for the 2017 operational budget for the Town of Killam; additionally, Administration is to review the minimum tax rates for both residential and non-residential properties, and bring forth any recommendations that may arise. **CARRIED**
- DIRECTOR OF COMMUNITY SERVICES REPORT** A copy of the Director of Community Services, C. Sutter's report to Council, for the month of October is hereto attached and forms a part of the minutes.
- FINANCIAL STATEMENTS** Copies of the financial reconciliation reports are hereto attached and forms a part of the minutes.
- TOWN OF KILLAM** a) **Town of Killam (September)**  
i) Balance Sheet  
ii) Income Statement  
iii) Reconciliation Sheets  
227.10.19.16 **MOVED** by Clr. McDermott to adopt the 2016 September Balance Sheet, Income Statement and reconciliation reports for the Town of Killam accounts. **CARRIED**
- RECREATION BOARD** b) **Recreation Board (September)**  
i) Balance Sheet  
ii) Income Statement

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228.10.19.16

**iii) Reconciliation Sheets**

**MOVED** by Clr. Krys to adopt the 2016 July and August Killam Recreation Board Balance Sheet, Income Statement and reconciliation reports. **CARRIED**

**BOARDS**

**c) Boards**

**LIBRARY**

229.10.19.16

**i) Killam Public Library (September)**

**MOVED** by Clr. McDermott to adopt the 2016 September Killam Public Library account reconciliations. **CARRIED**

**SKNGS**

230.10.19.16

**ii) Sedgewick Killam Natural Gas System (September)**

**MOVED** by Clr. Gordon to adopt the 2016 September Sedgewick Killam Natural Gas System account reconciliations. **CARRIED**

**ADJOURNMENT**

Mayor James adjourned the regular Council Meeting at 8:24pm.

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**Mayor**

\_\_\_\_\_  
**Chief Administrative Officer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**